Republic of the Philippines
NATIONAL PRIVACY COMMISSION
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

TRAINING ON VULNERABILITY ASSESSMENT AND PENETRATION TESTING (VAPT)

26 October 2021

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to procure **TRAINING ON VULNERABILITY ASSESSMENT AND PENETRATION TESTING (VAPT) (APP 2021-0152).**

As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by your authorized representative not later than **5:00 P.M., 02 November 2021.**

The service providers/suppliers must also submit the following requirements:

1. Copy of the Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located. If individual, copy of the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit;
2. PhilGEPS Registration Number;
3. Notarized Omnibus Sworn Statement with applicable attachments[1]; and
4. Proof of Qualifications and Education mentioned in the attached Terms of Reference (page 2);
5. Manifestation of compliance to the attached technical specification signed by your authorized representative.

Please submit your quotation together with the required documents via e-mail to bacsecretariat@privacy.gov.ph or via mail or courier in a sealed envelope to:

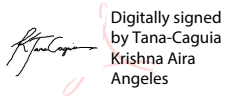
[1] **NOTE:** Make sure to use the latest Omnibus Sworn Statement template downloadable from GPPB website (https://www.gppb.gov.ph/downloadables.php). Make sure that the "Jurat" of the sworn statement contains the details of the valid government issued ID of the affiant. Lastly, please make sure to submit its necessary attachments:

1. **If a sole proprietorship:** duly notarized Special Power of Attorney (if authorized representative)
2. **If a partnership, corporation, cooperative, or joint venture:** duly notarized Secretary's Certificate, Board/ Partnership Resolution, or Special Power of Attorney (whichever is applicable)

NOTE: Both the Omnibus Sworn Statement (OSS) and its attachment must specifically state the name of this procurement. Attached herein is the latest OSS template.

5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307
URL: https//www.privacy.gov.ph Email Add: info@privacy.gov.ph Tel No. 8234-2228

5th Floor, Ang Kiukok Hall,
PICC Delegation Building, PICC Complex,
Roxas Boulevard Manila 1307
Attention to: **ATTY. KRISHNA AIRA TANA-CAGUIA**
BAC Secretariat Head



ATTY. KRISHNA AIRA TANA-CAGUIA
BAC Secretariat Head

5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307
URL: https//www.privacy.gov.ph Email Add: info@privacy.gov.ph Tel No. 8234-2228

TECHNICAL SPECIFICATION
TRAINING ON VULNERABILITY ASSESSMENT AND PENETRATION TESTING (VAPT)

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract (Php 300,000.00)		Compliance (Manifest your compliance by writing "COMPLY" in every item)
				Unit Price	Total	
1	lot	1	• *Please refer to the attached Terms of Reference (TOR) for:* 1. *Technical Requirements/Specifications* 2. *Payment and Delivery*			-_____ -_____
			TOTAL			

Instruction to bidders:

I. All prices shall be VAT inclusive.
II. All quotations shall be written with the company's letterhead.
III. Compliance must be stated by **writing "COMPLY" in EVERY requirement** mentioned above, failure to do so shall be a ground for disqualification.
IV. Present the original Mayor's Permit and submit Certified True Copy of the eligibility documents and signed Quotation upon the scheduled signing of Notice of Award for inspection and verification.
V. Acknowledgement of the Notice of Award shall be within five business (5) days from its issuance.
VI. Payment shall be through send bill arrangement upon issuance of the Certification of Completion and Acceptance unless different term is provided in the Terms of Reference.
VII. Delivery shall be made to NPC Office at 5F Delegation Building, PICC Complex, Pasay City.
VIII. Delivery shall be made within fifteen (15) working days from receipt of the Purchase Order, Work Order, NTP or from date of contract unless a different delivery term is provided in the Terms of Reference.

CONFORME: _____
(Name of Supplier/Provider/Date)

BY: _____
(Name/Position/Signature of Representative/Date)

5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307
URL: https//www.privacy.gov.ph Email Add: info@privacy.gov.ph Tel No. 8234-2228

Republic of the Philippines
NATIONAL PRIVACY COMMISSION

TERMS OF REFERENCE

TRAINING ON VULNERABILITY ASSESSMENT AND PENETRATION TESTING (VAPT)

I. BACKGROUND

The National Privacy Commission, established by the Data Privacy Act of 2012, has the clear and notable mandate to be the country's privacy watchdog. The daunting and challenging role is outlined in its operational goals to ensure that data subject's RIGHTS ARE PROMOTED, data subject RIGHTS ARE PROTECTED, and to do the RIGHT THINGS RIGHT.

The Commission's goal is the protection of every citizen's data privacy through the maximum compliance of all individuals and organizations processing data with national and international data privacy standards.

To be true to its vision, "A world-class regulatory and enforcement agency upholding the right to privacy and data protection while ensuring the free flow of information, committed to excellence, driven by a workforce that is highly competent, future-oriented, and ethical, towards a competitive, knowledge-based, and innovative nation", the Commission is adopting the digitization of its processes to achieve its objectives.

To fulfill its mission and vision to be a world class regulatory and enforcement agency that is committed to excellence, it should be driven by a workforce that is equipped with the necessary training for investigation on data privacy violation.

II. OBJECTIVES

By the end of this training on Digital Forensics the participants from Complaints and Investigation Division will be able to aid the technical staff in their investigation on data breaches, security incidents and/or complaints which require technical expertise necessary when the technical team utilizes the forensic laboratory to acquire evidence and analyze the same; capacitate the Enforcement Division, Compliance and Monitoring Division, Data Security and Technology Standards Division, and the Interim Management Information Systems Unit in the performance of their respective functions.

III. TECHNICAL REQUIREMENTS/SPECIFICATIONS

Topics:

- Vulnerability Assessment
- Penetration Testing
- Scoping
- Reconnaissance
- Basics of HTTP
- BurpSuite 101
- Mitre's Common Weakness Enumeration
- Common Website Application Vulnerabilities
- Report Writing and Post-Attack Phase
- Penetration Testing Activity w/ Report Writing

Lecturer Qualification and Education:

- Graduate of Any Computer related course
- Must have at least five (5) years' experience related to the Cybersecurity field
- Must be Certified Ethical Hacker (CEH)
- Must be Offensive Security Certified Professional (OSCP)
- Must be Certified Security Analyst (ECSA)
- Must be Offensive Security Web Expert (OSWE)
- Must be Certified Red Team Expert (CRTE)

IV. PAYMENT AND DELIVERY

Payment shall be made with the following training service delivery schedules:

Payment	Deliverables
50%	Submission of training topics, VAPT application tools setup or environment, and other requirements.
50%	After the training conducted, AIC approval, and end-user acceptance certificate.

Training delivery target date shall be set for the 2nd week month of November 2021.

5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307
URL: https//www.privacy.gov.ph Email Add: info@privacy.gov.ph Tel No. 8234-2228

V. FUND SOURCE AND APPROVED BUDGET FOR THE CONTRACT (ABC)

The fund source of Digital Forensic is from General Admiration Support Services - Maintenance and Other Operative Expenses (GASS-MOOE), Approved Human Resource Development Division CMI Budget CY 2021. The Approved Budget for the Contract for this training is THREE-HUNDREDTHOUSAND PESOS (Php. 300,000.00) inclusive of all applicable government taxes and other expenses.

Prepared by:

Digitally signed by Ayo Wernher Dioquino
Date: 2021.09.14 09:[illegible] +08'00'

WERNHER D. AYO
ITO-II, Complaints and Investigation Division

Noted by:

Santos Michael Reyes
Digitally signed by Santos Michael Reyes
Date: 2021.09.15 11:43:26 +08'00'

MICHAEL R. SANTOS
Chief, Complaints and Investigation Division

Concurred by:

Sgd.
ROSALY B. SANTOS
Chief, Human Resource Development Division

Approved by:

Patula Maria Theresita Elnar
Digitally signed by Patula Maria Theresita Elnar
Date: 2021.09.16 19:17:13 +08'00'

DIR. MARIA THERESITA E. PATULA
Director-IV, LEO

5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307
URL: https//www.privacy.gov.ph Email Add: info@privacy.gov.ph Tel No. 8234-2228

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

   [If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

   [If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

   [If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

   [If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling**

interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

   [If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

   [If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

   [If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

   a. Carefully examining all of the Bidding Documents;
   b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
   c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
   d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

SUBSCRIBE AND SWORN TO before me this _____ day of _____ 20__ at _____, affiant having exhibited to me his/her _____ issued on/valid until _____.

Doc. No.: _____
Page No. _____
Book No.: _____
Series of 20_____